



NOTES:

Course Goal

Train an EWP Core Team on the elements of EWP and how to implement them to identify, evaluate, and improve the work requesting/planning/ execution process.

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NOTES:

Enhanced Work Planning

EWP is *NOT* the process which plans the actual work, but *IS* the process that evaluates and improves the program by which we manage the planning and execution of work.

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NOTES:

Course Objectives

- **Discuss the history of the EWP program and how EWP relates to the mission of their facility.**
- **Discuss why they were selected to be a part of the EWP Core Team and how to effectively function as a team member.**
- **Discuss the roles and responsibilities of the EWP Core Team.**

NOTES:

Course Objectives

(cont.)

- **Demonstrate how the five elements of EWP relate to implementing EWP, using a case study exercise that requires enhancement of the described work process.**
- **Describe common barriers to efficient and effective implementation of EWP.**
- **Discuss EWP products, practices, and tools developed at other facilities or sites.**

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Course Objectives

(cont.)

- **Discuss the effective use of performance indicators.**
- **Describe their role as a mentor/coach in implementing and refining EWP at their site.**
- **Discuss how to determine when EWP elements are institutionalized at their facility.**

NOTES:

Methods to Determine “AS-IS”

- **Employee interviews from a developed checklist**
- **Surveys**
- **Team meeting of representatives**
- **Review assessment reports**
- **Review employee suggestions**

NOTES:

Strengths and Weaknesses

Strengths

- **Provides point of contact**
- **Electronic dispatching**
- **Specific tags available**
- **High risk review form**
- **Use of bar codes**
- **Knowledge of SMEs**

Weaknesses

- **Too many forms**
- **Lack of familiarity**
- **SMEs not readily available**
- **Dispatcher overloaded**
- **No coordination**
- **Informal accumulation sites**
- **Too complex**

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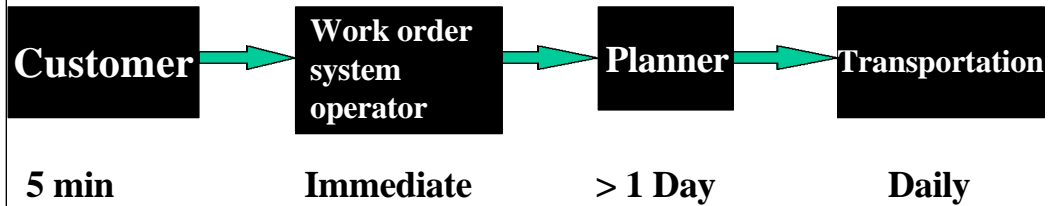
Enhancement Considerations

- **Organizational changes**
- **Benefits**
- **Costs**
- **Disruption Factor**
- **Magnitude**

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NOTES:

Sample “SHOULD-BE”



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NOTES:

Team Development Stages

- **Forming** - enthusiastic but cautious
- **Storming** - disagreements and frustration
- **Norming** - trust and cooperation
- **Performing** - effectively working toward goals

NOTES:

Team Effectiveness Factors

- **Goals and Objectives**
- **Utilization of Resources**
- **Trust and Conflict Resolution**
- **Leadership Effectiveness**
- **Team Control and Group Interaction**

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NOTES:

Team Effectiveness Factors

(continued)

- **Interpersonal Communication**
- **Problem Solving/Decision Making**
- **Experimentation/Creativity**
- **Evaluation**

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NOTES:

Case Study: Strengths & Weaknesses

Strengths

- **Interface with facility owner**
- **Identify required tools and equipment**
- **Provides for job walk down**
- **Interfaces with craft supervisor**

Weaknesses

- **Does not identify how work is identified**
- **Does not provide for worker involvement**
- **Does not establish a formalized job walk down**

NOTES:

Barriers

	Implementation Plan	Implementation	EWP
Stovepiping Rice Bowl Line Management Middle Management Prevailing Culture Perceived Lack of Resources “The way its always been done”			

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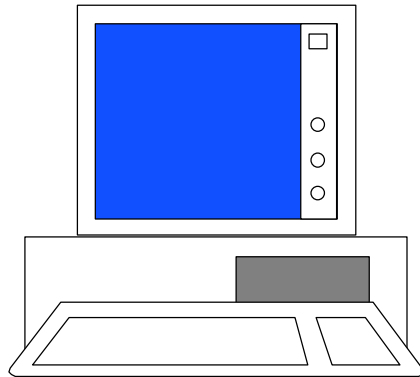
Barriers

	Implementation Plan	Implementation	EWP
Resistance to Change Conflicting Programs “What’s in it for me?” Frequent Management Changes Communication Organizational Complexity Reorganization Required Training Ownership			

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EWP Home:

<http://tis-nt.eh.doe.gov/wpphm/ewp/ewp2.htm>



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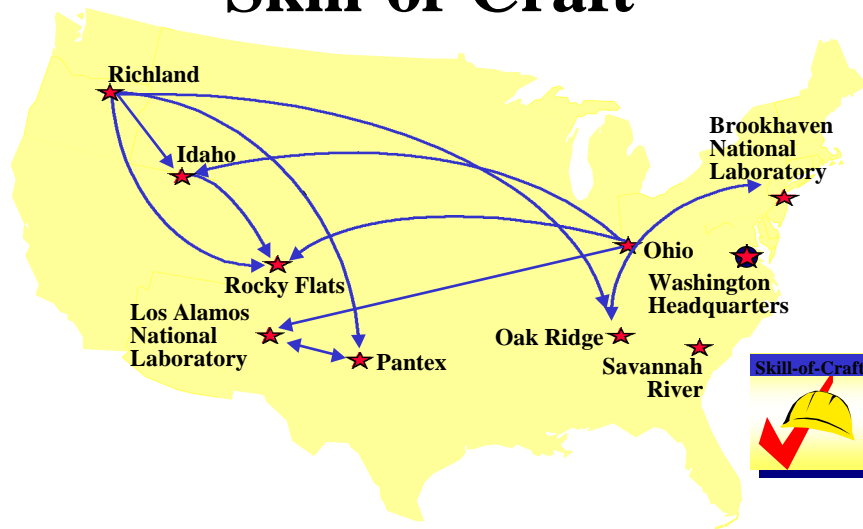
EWP Institutionalized Communication

- **Home Page**
- **Curriculum**
- **Teleconferences**
- **“Cross Pollination Document”**
- **Meetings and Workshops**
- **Assistance**

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NOTES:

Skill-of-Craft



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NOTES:

Performance Indicators

Qualitative and quantitative basis by which objectives are established and performance towards reaching a goal is assessed and gauged.

NOTES:

What Performance Indicators Do...

- **Measure and defend**
- **Support and integrate**
- **Provide data**
- **Tool to change behavior**

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NOTES:

Why Performance Indicators?

- **Management Assessment**
- **Defensible Measurement of Success and Accomplishment**
- **Self-Assessment**
- **Continuous Improvement**
- **Show Integration into other Site/Complex Goals and/or Initiatives**

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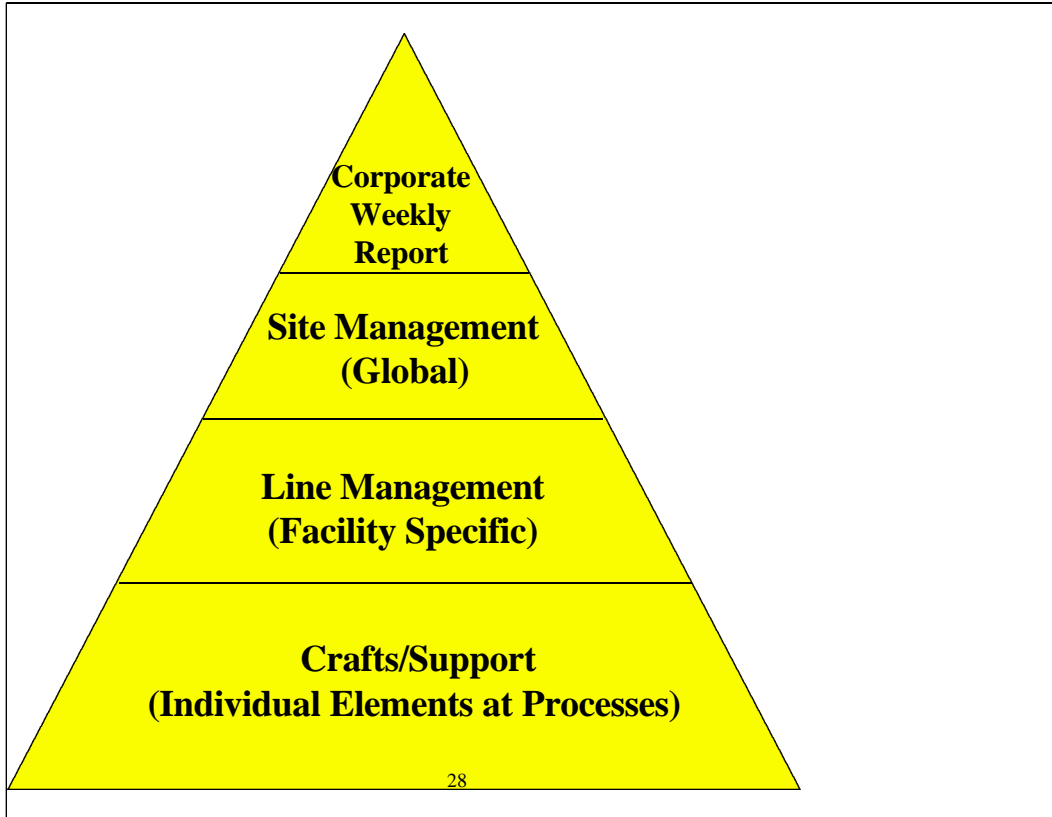
NOTES:

Who Uses Performance Indicators

- **Site Management**
- **Line Management**
- **Crafts**
- **Support Organizations**

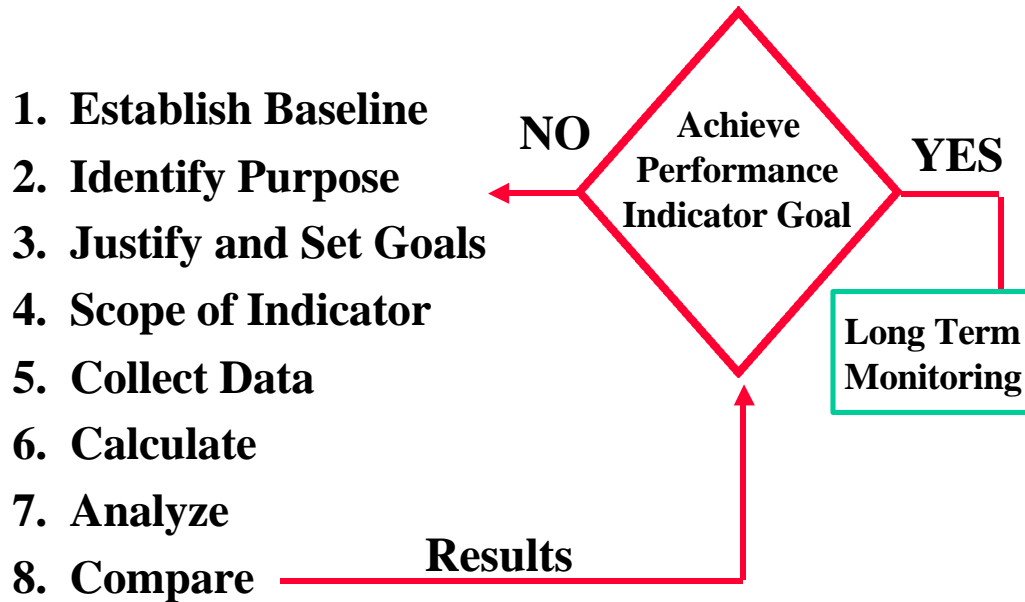
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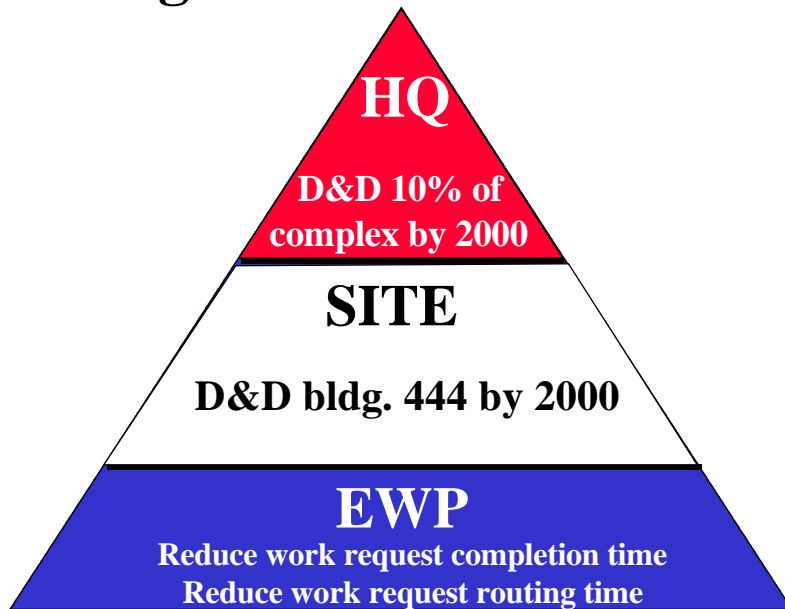
Performance Indicator Process



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NOTES:

Integrated Performance Indicators



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NOTES:

When Closure

- **Line management has fully accepted ownership**
- **Elements of EWP are institutionalized**
- **Enhanced process and products are implemented**
- **Continuous improvement process is in place**
- **The EWP process is validated**

NOTES: